



SUVAVE CHAUHAN

TRAINER | CAREER COUNSELOR | HR PROFESSIONAL

CONTACT

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KEY SKILLS

- ✓ Training & Development
- ✓ Career Counseling &
- ✓ Public Speaking & Presentation Skills –
- ✓ Employee Onboarding & Engagement
- ✓ Marketing & Sales Trainin
- ✓ Event Planning & Coordination
- ✓ Social Media & Digital Branding
- ✓ Adaptability & Continuous Learning



PROFILE

Dynamic and results-driven professional with over 8 years of experience across education, HR, sales, and marketing. Adept at training individuals, counseling students, and leading organizational development initiatives. Passionate about empowering individuals through knowledge-sharing, skill development, and career guidance. Experienced in conducting workshops, onboarding programs, and coaching sessions for students and professionals alike.



PROFESSIONAL EXPERIENCE

YS Group of Institutes | Admission Counselor & Trainer 2021 - 2025

- Conducting career counseling sessions for students and guiding them towards suitable academic and career paths.
- Organizing and delivering training sessions on skill development, interview preparation, and personality enhancement.
- Leading student orientation programs, career fairs, and workshops.
- Managing admission inquiries, parent orientations, and social media outreach for student engagement.
- Training and mentoring new employees on company policies, communication skills, and sales strategies.

Maruti Suzuki - Goyal Motors | Sales & Training Executive 2018 - 2019

- Developed and executed sales training programs for new employees, improving overall performance.
- Conducted market research to enhance customer service strategies and increase sales conversions.
- Coordinated promotional events and managed customer relationships for enhanced brand positioning.

Tapan Hyundai | Sales & Marketing Trainer 2019 - 2020

- Trained sales professionals on customer engagement, negotiation techniques, and product presentations.
- Successfully increased dealership revenue through strategic sales coaching and marketing campaigns.
- Enhanced showroom conversion rates by providing personalized guidance to customers.
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Associate HR cum Welfare Officer | YS Group

2021 - 2025

- Conducted onboarding programs and induction sessions for new hires.
- Organized placement drives, liaised with recruiters, and provided career assistance to students.
- Planned employee engagement initiatives to foster a positive workplace culture.
- Assisted in conflict resolution and facilitated team-building exercises.



EDUCATION & CERTIFICATIONS

- 📖 Pursuing Graduation in Psychology Honors - IGNOU
- 📖 Diploma in Career Counseling - Counsel India
- 📖 Sales & Marketing Training Certification - Industry-Specific Training Programs



LANGUAGES

- English (Expert)
- Hindi (Expert)
- Punjabi (Fluent)



ACHIEVEMENTS & PROJECTS

- 🏆 Conducted career counseling for 500+ students, helping them make informed academic choices.
- 🏆 Designed and implemented a structured training program for new hires in sales and customer service.
- 🏆 Managed digital marketing campaigns that increased student enrollment rates.
- 🏆 Organized and facilitated multiple career fairs and industry networking events.



PERSONAL ATTRIBUTES

- ☀️ Excellent Communicator |
- ☀️ Motivational Leader |
- ☀️ Proactive & Resourceful |
- ☀️ Empathetic Listener